

PERPETUATION AND MAINTENANCE OF READING THINKS AND OTHER ARTICLES IN LIBRARY: AN OVERVIEW

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ABSTRACT

In this digital library environment, the traditional library system and services are being replaced by new techniques such as library automation, collection development of e-resources and networking of libraries. There has been tremendous change in the information world. Everyone has to adopt these changes such as printed to digital form. A perpetuation is a set of procedures, activities and preserves all the documents long term, preserving their content. This paper provides an overview of the major perpetuation activities, definition, concept, process and types of media for perpetuation. This paper also presents the perpetuation standards of library materials.

KEYWORDS: *Perpetuation, Maintenance, Digital Format, Perpetuation Standards*

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INTRODUCTION

The library houses the document by considering the long-term perpetuation of the items while still allowing the end user to access the material easily. But all library collections experience damage from use and decay from aging. So there is a need of perpetuation and maintenance of library materials. Libraries have always been places where information resources were collected, organized and perpetuated for the use of future generations. However, application of computers has drastically changed the work culture of libraries. Now in the changing environment, the volume of information rapidly increasing and users' information seeking behaviour and needs are changing due to these ongoing developments. Computerization has produced interactive products such as OPAC which can be accessed from anywhere electronically, in contrast to earlier static card catalogue.

Document Selection

If perpetuation and maintenance practices will be followed then the goal should be to bring as many worthy collections as possible for the document at risk to improve access.

Procuring Necessary Infrastructure

According to the option chosen for perpetuation necessary infrastructure should be developed. In case of digital perpetuation necessary hardware and software should be procured. If possible the archive or library can go for automated management systems that will manage digital resources for acquisition, use and archiving automatically.

Preventive Maintenance

Some of the library works are perceptive to ecological situation such as hotness, clamminess and exposure to light and ultraviolet light. Taking sufficient measures to protect materials in a controlled environment

where such variables are maintained within a range of damage-limiting level is called preventive conservation.

Perpetuation through Digitization

A relatively new concept, digitization has been hailed as a way to preserve historical items for future use. “Digitizing refers to the procedure of convert analogue materials into digital form.

For manuscripts, digitization is achieved through scanning an item and saving it to a digital format. For example, the Google Book Search program has partnered with over forty libraries around the world to digitize books. The goal of this library partnership project is to “make it simply for people to find related books distinctively, books they wouldn't find any other way such as those that are out of print while carefully with respect to authors' and publishers' copyrights.

The Association for information and Image Management defined as “Digital Perpetuation is the facility to keep digital documents and files available for time period that can transcend technological advances without concern for adaptation or slaughter of readability”

Challenges for Digital Perpetuation

Digital perpetuation has raised many challenge of a primarily diverse nature, which are divergent as compare to the inconvenience of preserve conventional configure materials. Some of them are the areas of planning resource allocation, and application of preservation methods and technologies necessary to ensure that digital information of continuing value remains accessible and usable.

Durability

The durability of digital content has become problematic for a number of complexes and interrelated reasons as most of the documents exist only in encoded form, specific software is required for handling them. The digital components like hardware and software are also often changing their versions or processing capacity. Other aspects of this problem are non-technical issues such as management, funding, staffing, maintenance for digital documents and updating the development of policies for standard techniques and practices to prevent the loss of digital information, need to be well planned.

Media Problem

Due to advancement in the computer hardware, storage and software industries, media obsolescence is a very common fact. For example, the short-life time is eight inch floppy disks, tape cartridges and reels, hard-sectored disks and seven track tapes. Those storage formats are in accessible and more durable storage media are CD-ROM/DVD-ROM and optical WORM.

Software Dependent Problem

The digital documents are generally depending on application software to make them available and evocative. But the problem is that software is also upgraded and changing versions. “Every” software has different kinds of encoding for which every computer needs some specific software to activate the digital documents. A bit flow can be made comprehensible only by running the software that formed it or some closely related software that understands it.

Intellectual Property Rights

An Intellectual Property Rights is a big barrier for preserving digital documents. Digitization involves complex methods for resolving the legal and practical questions of migrating intellectual property that includes the creators and owners of intellectual property, managers or digital archives, and potential users or intellectual property.

Standards for Perpetuation Content

Standards for perpetuation content should be depending upon ageing process of the semantic and physical recoverability of the document that is being preserved. A standard can only provide such longevity when the standard itself does not change and backward compatibility is provided. Therefore for future perpetuation standard should be selected depending upon the technical obsolesces. More often PDF and XML are put forward as two rivals to preserve a document for long term perpetuation.

Table 1: Types of Standards for Digital Perpetuation

Sl. No	Standards	Explanation
01	PDF	Portable Document Format is the de facto document standard and is the proprietary of Adobe. It uses the image model of the post script language in order to depict text and image as exact copies of the original. The PDF have two types of formats a). Text based PDF outline font technology of postscript PDL (Page Description language) for describe format of a page. b). Raster scanned image PDF without text outline font OCR (Optical Character Reorganization).
02	XML	Extensible Mark-up language is a de facto standard rather hang on official one. XML is subset of the standard SGML (Standard Generalized Mark-up Language) and is related to the web language HTML (Hyper Text Mark up Language). With the help of the XML the structure of a document can be saved in a specific type document so called Document Type Description (DTD). For the specification of the form of document style sheet can be used. Cascading Style Sheet (CSS), Extensible Style Sheet Language (XSL) or XSL transformation (XSLT) can be used. Finally the content of the document can be stored in ASCII format with XML tags.

Standards for Architecture

In a distributed environment the man of digital collections cannot be responsibility of just one central organization. In such environment it is important to agree on concept, definition and procedures. For this there are several standards for record management architecture.

Table 2: Types of Standards for Digital Perpetuation

Sl. No	Standards	Explanation
01	ISO/DIS 15489	Draft International Standard on Record Management. a) The terms and definitions used in record management system. b) Regulatory environment c) Policies and Responsibilities d) Design and implementations of record systems e) Record management, monitoring, process and controls.
02	AS 4390	The Australian AS 4390 standards is similar as ISO/DIS 15489, which has been mostly adopted by North American and European archive culture. AS 4390 is an operational guideline and is also applicable to all type of records.
03	DoD 5015.2-STD	The DoD 5015.2 STD is being developed by Defence of USA. It is a similar type of standards as ISO/DIS 15489 or AS 4390 for the record management system. The DoD 5015.2-STD implementing and guidance on the management of document management system.
04	OAIS	The Open Archival Information System is developed by the consultative committee for Space Data System (CCSDS) of the NASA. The OAIS reference model described both the information flow and archival requisite and it is being reviewed as on ISO/DIS. This architecture is implemented by various type of digital and archives. The OAIS reference model is functional model that allows a deposit system organization. It defines different type of conceptual information objects, some of them specifically defined for perpetuation and access purpose.

CONCLUSIONS

Perpetuation is the task of minimize or dipping the substantial and chemical worsening of documents. Maintenance of documents in a usable condition through treatment and repairs of individual items to slow the process of decay or to restore them to a usable state. Maintenance includes study, diagnosis, preventive care, examination, treatment, documentation using any methods that may prove valuable in keeping that property in as close to its unique condition as possible and for as long as possible. The actions are carried out for a variety of reasons including aesthetic choices, stabilization, needs for structural reliability or for cultural requirements for insubstantial continuity.

Digital perpetuation strategies and challenges has been vital issue since long-time. With the increasing production of information in digital form, its protection form weakness and threats are also becoming equally important. The digitization is milestone and new opening in the history of library system. To keep digital collection live or long-time, it requires a proper plan and policy. However, there is a lack of proven perpetuation methods to ensure long term safe perpetuation for digital materials. The issue of the copyright of intellectual and intangible properties is also a problem towards digital perpetuation. There is also a burning question that what is appropriate material for perpetuation and would be edited out.

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